



DATA DESTRUCTION POLICY

Client Data Protection – Data Device destruction

Priority Waste Limited are committed to ensuring all client data is securely recycled by strictly following the steps below:

- Upon return to base all HDD's and data devices are removed and scanned onto an inventory. This will show the manufacturer, model and serial number alongside the emanating device.
- The data devices are then taken to our secure shredding area prior to being prepped for shredding
- Once in the shredding area and they are collated, ready for shredding
- HDD's are shred down to 38mm.
- The materials are then recycled in their raw form

Please note – WEEE-Stop do offer a data wiping service but we always advise our customers the safest way of protecting your data is secure shredding.

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